

HOPS Hazard Assessment
Personal Protective Equipment in response to Covid 19
Updated for New Academic Year August 2020 to July 2021

This hazard assessment reviews the advice provided to the education sector from the government on PPE. The following is the latest advice from government. Other stakeholder's advice has also been reviewed, to include unions and the LA.

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Guidance for full opening – schools

Published 2 July 2020

Under Protection

6) Where necessary, wear appropriate personal protective equipment (PPE)

PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). More information on PPE use can be found in the [safe working in education, childcare and children's social care settings, including the use of personal protective equipment \(PPE\) guidance](#).

6. Where necessary, wear appropriate personal protective equipment (PPE)

The majority of staff in education settings will not require PPE beyond what they would normally need for their work. PPE is only needed in a very small number of cases, including:

- where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained
- where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used

Read the guidance on [safe working in education, childcare and children's social care](#) for more information about preventing and controlling infection, including when, how PPE should be used, what type of PPE to use, and how to source it.

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

Guidance

Safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE)

Updated 16 June 2020

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>

The Guidance **COVID-19: cleaning in non-healthcare settings** has not been updated

Assessment of Risk

By applying the above advice to our setting we have produced a method of managing the needs for PPE. This is set out below. This will in turn help to reduce risks from covid-19 transmission.

Colleagues will be provided with training for use of chemicals for cleaning and if necessary to care for any children awaiting collection.

Colleagues must follow this assessment and its direction. Colleagues will have opportunities to discuss this assessment in training.

Note: There is substantial information published by the government and HSE on when PPE is required. The hyperlinks provide more detail for any colleagues wishing to read further on this issue.

HOPS

Safe Systems of Work - PPE

Updated for New Academic Year August 2020 to July 2021

Work Activity – Use of PPE - Personal Protective Equipment and Managing the Risk of the Virus Spreading

Area – Whole School

Ref – Covid 19 July 2020 PPE

The following safety points must be observed by colleagues when working with PPE

Important

For the purpose of this assessment PPE is taken to include the following

- Hand Sanitiser
- Hand Soap
- Gloves
- Aprons
- Face Masks
- Eye Goggles

Tasks and Background

Hand Washing – See separate Safe Systems of Work titled SSOW Hand Washing

Use of Hand Sanitising –

- The school will make available hand sanitiser across the school site for the use of staff and where applicable visitors **not for children**
- Sanitiser will be in two formats
 - bottle either pump or flip cap and
 - wall mounted
- Sanitiser will be located in the following locations
 - A bottle on each class desk –
 - this is for staff use only – not to be used by children, parents or other adults to include contractors
 - staff are directed **not to remove** these
 - A bottle in each office i.e. reception, finance
 - this is for office staff use only
 - staff are directed not to remove these
 - Wall mounted refill units
 - Three in the school hall
 - One in reception corridor by the first aid station
 - One mounted outside of Miss Burton's class by the exit door
 - One mounted in the library, position to be decided
 - One mounted outside Mr Kneafsey's class by the exit door
 - One mounted in main reception
 - One mounted by the staff entrance in the office corridor
 - One mounted in the staff room
 - One mounted outside the entrance to year 3 classrooms
 - One mounted outside Miss Roodhouse's office
 - One mounted near the photocopier near the intervention rooms
 - One mounted in each double mobile entrance
 - One mounted in the school kitchen by the exit door
 - One mounted in the link corridor
 - One mounted in the entrance to the bungalow
- Use of Sanitiser
 - You do not need significant amounts of sanitiser
 - A single pump or a single small squirt is sufficient
 - The sanitiser should only be used by staff – this may be subject to change at a later date

- Parents
 - No parents will be at any class door therefore they should not need sanitiser
 - Parents can only access inside school via appointment, arriving at reception

Hand Washing and soap – see separate assessment

Use of Gloves –

- The direction on PPE for normal cleaning including cleaning for Covid 19 says business should use the existing chemicals and safety practices
- Any member of staff who handles any chemical and cleans is required to wear gloves.
 - The primary chemical for surface cleaning is Ultra Virucidal or its equivalent Selinene.
 - Both of these are purple in colour and provided in 750ml spray bottles – see separate assessment on use of cleaning materials
- Gloves will be made available around the site in different sizes both powder free and powdered.
- Gloves should be changed from task to task not when completing the same task

The Use of Aprons, Face Masks, Eye Goggles if a child, young person or other learner becomes unwell with symptoms of coronavirus

Guidance

Coronavirus (COVID-19): implementing protective measures in education and childcare settings

Published 11 May 2020

The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases including:

- If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. **A face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained.** If contact with the child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn
- If a child needs to be sent home the first aid room will be used to isolate them – see separate assessment
- It may be necessary to wear the above PPE in certain circumstances when supporting a child to be sent home
- School have the above PPE in suitable numbers if required.
- Once used the PPE is to be bagged and then bagged into a second bag, labelled and kept separately awaiting results of any test.

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

How should PPE and face coverings be disposed of?

Used PPE and any disposable face coverings that staff, children, young people or other learners arrive wearing should be placed in a refuse bag and can be disposed of as normal domestic waste unless the wearer has symptoms of coronavirus (COVID-19), in line with the [guidance on cleaning for non-healthcare settings](#).

Any homemade non-disposable face coverings that staff or children, young people or other learners are wearing when they arrive at their setting must be removed by the wearer and put in a plastic bag that the wearer has brought with them in order to take it home. The wearer must then clean their hands.

To dispose of waste from people with symptoms of coronavirus (COVID-19), such as disposable cleaning cloths, tissues and PPE:

- put it in a plastic rubbish bag and tie it when full
- place the plastic bag in a second bin bag and tie it
- put it in a suitable and secure place marked for storage for 72 hours

This waste should be stored safely and securely kept away from children. You should not put your waste in communal waste areas until the waste has been stored for at least 72 hours.

Storing for 72 hours saves unnecessary waste movements and minimises the risk to waste operatives. This waste does not require a dedicated clinical waste collection in the above circumstances.

Matthew,

As requested, please find a summary of the use of masks below.

Masks used to help prevent infection or co-infection of biological hazards, including COVID-19 are specifically manufactured to International standards and tested to ensure effectiveness. For example surgical masks contain layers of polymer which reduces the probability of viruses and bacteria from crossing through the mask. Only very specific masks (e.g. 3M N95) are proven to protect the user from viral contamination.

Masks when used for COVID-19 protection are designed to protect the population from the wearer, and not the wearer from other people.

Cotton or homemade masks do not offer this layer of protection. Furthermore masks with untrained personnel afford a false-sense of security and have been shown to increase the changes of cross-infection through their use and disposal.

The World Health Organisation (WHO) recommend the use of approved PPE masks for patients with or suspected as being infected with COVID-19 – again this is to protect the population from the patient. “If you are healthy, you only need to wear a mask if you are taking care of a person with COVID-19. Wear a mask if you are coughing or sneezing. If you wear a mask, then you must know how to use it and dispose of it properly.” (WHO 2020<<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/when-and-how-to-use-masks>>)

As such, their general use should be discouraged.

Kindest regards,

~ Paul

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<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

Testing

Priority access to testing is available to all essential workers and their households. This includes anyone involved in education, childcare or social work - including both public and voluntary sector workers, as well as foster carers. Essential workers, and those who live with them, can book tests directly online.

Education, childcare and children’s social care settings, as employers, can obtain a log in to a secure online employer referral portal, through which they can upload a full list of names of self-isolating essential workers that need a test.

All children, young people, and other learners, as well as their households, also have access to a test if they display symptoms of coronavirus (COVID-19). Visit the guidance on coronavirus testing and how to arrange to have a test, or contact NHS 119 via telephone if you do not have internet access.

If anyone develops symptoms, they should be tested.

- If they test negative, other members of their household can stop self-isolating. If they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu - in which case it is still best to avoid contact with other people until they are better.
- If they test positive, they should follow the Coronavirus (COVID-19): Stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection and education and childcare settings should follow guidance on implementing protective measures in education and childcare settings. Residential settings should follow isolation guidance for residential settings.

IMPORTANT: We will be strongly recommending that all staff who show symptoms for Covid 19 take a test at the first opportunity.

Written Date: Monday July 6th 2020

Issue Date: Monday August 24th 2020

Review Date: July 2021 or when new guidance is released

Signature:

Position:

Date:

Signature:

Position:

Date: